

# TYLER DISTRICT COLLEGE



**Catalogue 1953 - 1954**



**Announcements For 1954-1955**



**TYLER, TEXAS**





# TYLER DISTRICT COLLEGE

A Public Junior College,  
Operated by the Tyler Junior College District



(Formerly Called Tyler Junior College Branch)



H. E. Jenkins, Ph. D. .... President

E. B. Long, M.A. .... Dean-Registrar

M. B. Hunter, B.S. .... Assistant Dean-Registrar



Richard Barrett, M.B.A. .... Business Manager



# TYLER DISTRICT COLLEGE

TYLER, TEXAS

## General College Calendar

### 1954-1955

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#### FALL SEMESTER, 1954

September 1, 2, 3.....Orientation and Registration  
September 6.....Classes begin  
November 25, 26.....Thanksgiving Holidays  
December 22 (after 4:00 p.m.).....Christmas Holidays begin  
January 3.....Classes resumed  
January 10-12 .....Fall semester final examinations

#### SPRING SEMESTER, 1955

January 13-15.....Registration for Spring Semester  
January 17.....Classes begin  
May 17-19.....Final Examinations  
May 20 .....Commencement



## FACULTY

### President

H. E. Jenkins  
Ph. D., University of Texas

### Dean-Registrar

E. B. Long  
M.A., University of Michigan

### Assistant Dean-Registrar

M. B. Hunter  
B.S., Prairie View College

### Assistant to the Dean-Registrar

Gloria Glaspie  
B.A., Wiley College

### Librarians

Lillian J. Hale  
M.S. in L.S., North Carolina State College  
Thelma Richardson  
B.S. in L.S., Atlanta University

### Library Secretary

Olive Clay

### Business Administration

James W. Terry  
M.A., State University of Iowa  
Sadie Hunter  
M.A., Columbia University  
Willie D. Freeman  
M.B.A., New York University  
Arberenia E. Wells  
A.B., Bishop College

### Education

Earline B. Christopher  
M.A., Atlanta University  
Theodore R. Griffith  
M.A., State University of Iowa

### English

Charles Mack Henry  
M.A., New York University  
D. E. Long  
M.S., University of Michigan  
William Wilson  
M.A. Michigan State College

### Foreign Language

C. H. Benjamin  
M.A., New York University

### Health and Physical Education

Gratin O. Fields  
M.S., University of Indiana  
Joyce Jones  
M.A., Northwestern University

**Home Economics**

Thelma E. Preston  
M.A., Ohio State University  
Minnie L. Williams  
M.S., New York University

**Nursing**

Ova Brooks  
B.S., Texas College; R.N., Meharry Medical College  
Noble E. Young  
P.H.C., Meharry Medical College

**Music**

James H. Everette  
M.A., Columbia University  
J. Harrison Wilson  
M.A., University of Kansas

**Science and Mathematics**

J. Ephraim Dickey  
A.B., Texas College  
Isaac Dugas  
M.S., Texas Southern University  
Jerecia A. Goodwyn  
B.S., Prairie View College  
William K. Kinniebrew  
B.S., Texas College  
J. J. Mark  
Ph. D., Iowa State University  
\*J. W. Wormley

**Social Science**

Lloyd T. Blatch  
M.A., University of Chicago  
Foley M. Wynn  
M.S., Texas Southern University  
Alexander E. Strawn  
M.A., University of Illinois  
Florida J. Yeldell  
M.A., Howard University

**Accelerated High School**

Essie Carr  
A.B., Texas College  
Lillian Griffith  
A.B., Prairie View A.&M. College

**Auto Mechanics**

J. B. Ware  
**Cabinet Making**  
Jonas Jewett

\*Technical Nurse Training Program



## GENERAL INFORMATION

### The Purpose of the College

The course of study is intended to meet the needs of students who expect to take four years of college work, of those who expect to enter professional schools, and those who expect to begin a life's work after completing two years in college. The ultimate aim is to prepare for good citizenship.

### Accrediting of the College

The Tyler District College is a full member of the Texas Association of Colleges.

Membership in this accrediting association makes possible the transfer of credit work done in Tyler District College to other colleges and universities.

### Transfer to Other Institutions

Colleges differ in their curricula, and a student should secure the catalogue of the institution to which he intends to transfer. The student should plan his course for his first two years in accordance with the degree plan of the institution to which he will transfer.

## ACTIVITIES

The Tyler District College provides various types of student activities which furnish training in leadership, afford opportunities for diversion, and serve as a means of the development of the student.

## REQUIREMENTS FOR ADMISSION

Students will avoid delay in registering by sending a transcript of credits from the high school or college last attended. This should be done at least two weeks before the date of registration.

### 1. For Admission Without Condition

For full admission to academic or business courses, graduation from a standard high school with at least fifteen units of high school credit, including three units in English, is required. The elective units must be chosen from the list approved by the Texas Education Agency.

### 2. Admission By Examination

Students who are not graduates of a high school may absolve the deficiency by taking examinations.

### 3. Admission To Vocational Courses

Any person who is at least 18 years of age will be admitted to the vocational courses if, in the judgment of the Director of Vocational Education, he can successfully complete this work.

## LOCATION OF THE COLLEGE

The Tyler District College occupies modern buildings and facilities over which it has full legal and actual control and possession. The main college occupies two modern college buildings, leased for college purposes from Texas College, on land likewise secured by lease from that institution.

In order to provide the conveniences of college students living at a distance from the Tyler District College, a Center is operated in facilities leased similarly from Butler College.

### LIBRARY AND LABORATORY FACILITIES

Since the Tyler District College is adjacent to the Texas College, an agreement has been made with that institution for joint use of laboratory and library facilities. The off-campus center uses similar facilities.

### Student Load

A normal load is fifteen or sixteen hours per semester exclusive of physical education.

### TUITION AND FEES

Tuition rates in Tyler District College are low, since the college is partially supported by the State of Texas.

Tuition is due in full for the semester on or before Oct. 31.

Tuition rates per semester are as follows:

	Tuition Per Semester
Residents of the T. J. C. District:	
For three or more subjects.....	\$45.00
For two subjects .....	\$20.00
For one subject .....	\$10.00
Non-Residents of the T. J. C. District:	
For three or more subjects .....	\$60.00
For two subjects .....	\$25.00
For one subject .....	\$15.00

Music tuition per semester—Individual lessons. Students who enroll for 12 semester hours or more for two 30-minute lessons per week:

Piano .....	\$18.00
Voice .....	18.00

Vocational and Terminal Courses, and Accelerated High School—see Special Announcements of these courses.

Nurse trainees in the State Tuberculosis Hospital \$31.00 per semester.

A cap and gown fee of \$3.00 and a diploma fee of \$3.00 are paid by students at the time of graduation.

### Non-Resident Fee

Students whose residence is outside the State of Texas, and who are thereby classified as non-resident students according to the definition provided by House Bill 507 (enacted by the Fiftieth Legislature of the State of Texas), are charged a non-resident fee of \$75.00 per semester for a full student load of twelve hours or more in accordance with the provisions of House Bill 507.

For less than twelve semester hours the non-resident rate is \$6.25 per semester hour, with a minimum of \$7.50.

### Refund Policy

During the regular session the tuition charge for withdrawals effected during the first two weeks of classes is 20 per cent of the regular tuition fee. The tuition charge for withdrawals effected during the third week of the semester is 40 per cent of the total, 60 per cent during the fourth week, 80 per cent during the fifth week, and 100 per cent after the fifth week.



## ACADEMIC INFORMATION

### System of Grading

The grade of "A" denotes excellent progress and yields 3 quality points per credit hour.

The grade of "B" denotes good work and yields 2 quality points per credit hour.

The grade of "C" denotes fair or average work and yields 1 quality point per credit hour.

The grade of "D" denotes poor work but passing, but yields no quality point.

The grade of "F" denotes failure and the student must repeat the entire course. The grade of "F" carries a minus 1 quality point.

The grade of "I" indicates incomplete work and such must be completed satisfactorily within seven weeks of the succeeding semester the student is registered for the course.

The grade of "W" indicates a withdrawal from the course and yields no credit. Grade "P" attached to grade "W" indicates that the student was passing when he withdrew, whereas "F" attached to grade "W" indicates the student was failing when he withdrew.

The grades of "W" and "F" are final and cannot be removed from the student's record. Credit for courses yielding these grades can be obtained only by repeating the course in residence.

### Explanation of Hours, Courses, Numbering and Credit

One semester hour represents one class hour per week for four and a half months; in other words, one course meeting three hours a week for nine months would secure credit of six semester hours.

Courses are numbered as follows: The first digit of the number indicates the college year in which the course is taken; the second digit in the number indicates the semester of the college year in which the course is taken; the final digit indicates the credit value of the course in semester hours; thus, English 123 indicates that the course is the first year, second semester English with a credit value of three semester hours.

### The Honor Roll

The honor roll is released at the end of each semester and all students who have earned a quality point average of 2.0 or better and no grade below "C" are placed on the honor roll. Only students who are registered for the regular load of fifteen semester hours are eligible for the honor roll.

### Withdrawal

A student wishing to withdraw from a course or from the college after having registered should apply to the Dean for permission. Failure to comply with this regulation will result in the student's being given "F" in the course.

### Attendance

Regular class attendance is fundamental for the success of the student; therefore a student must report promptly and regularly to all classes. Excessive absence will be cause for dropping the student from the rolls.

## REQUIREMENTS FOR GRADUATION

### Associate in Arts Degree

Students who complete specified requirements for graduation receive the Associate in Arts Degree. Students must complete sixty semester hours of work with an average of at least C. The sixty semester hours should include twelve hours in English, three in Government 223 and at least fifteen hours of sophomore rank; however, the degree will be granted to any student completing any required sixty hours on a baccalaureate degree plan, provided Government 223 is included and the general average is at least C.

Graduating students are required to attend the commencement exercises unless excused for good reason.

### Associate in Science Degree in Business

Students who complete with a C average the two year combination academic and business curriculum as listed in this catalogue will be awarded the Degree of Associate in Science. Government 223 must be included.

## DESCRIPTION OF COURSES

(Courses listed will only be given if there is sufficient enrollment in them.)

### Agriculture

113—FARM SHOP. (1-4). Farm work shop methods and iron work.

113—ANIMAL HUSBANDRY. (2-2). Special attention to the growing and handling of farm animals; it gives a knowledge of the diseases of farm animals and how to combat them.

123—FIELD CROPS. (2-2). A study of major field crops of Texas and their cultivation, harvesting and storing.

123—LANDSCAPE GARDENING. (1-4). Ornamental use and adaptation of plants; methods of propagation and lawn maintenance and upkeep with application to home and farm beautification.

213—TERRACING. (1-4). The course consists of the engineering principles of laying off terraces and contours. Mastering instruments used in terracing and their parts.

223—DAIRYING. (2-2). Principles of dairying, farming; the production and handling of milk and butter fat for profit.

223—HORTICULTURE. (2-2). Vegetable growing, harvesting, storing, packing, and transporting; it teaches the principles of fruit growing, orchard diseases and their control.

223—FARM POULTRY. (1-4). The course centers around practical poultry management, putting the practical principles into practice. Handling flocks on a small scale and on a commercial scale.

223F—FARM ENGINEERING. (2-2). Terracing and scientific building of soil and construction of farm houses and barns for farm houses.



### Business Administration

113—TYPEWRITING. (2-3). A beginning course in typewriting, including keyboard mastery together with the application of this skill to letter writing and manuscript writing.

123—TYPEWRITING. (2-3). A continuation of 113.

213-223—ADVANCED TYPEWRITING. (1-4). Each semester. Emphasis upon speed, accuracy, letter writing, business forms, tabulations and manuscript writing.

113-123—SHORTHAND. (5-5). Each semester. A beginning course in the principles of Gregg Shorthand designed to develop an understanding of the basic principles of the Shorthand system and of the application of these principles to an extensive shorthand vocabulary. Elementary dictation and transcription powers are developed concurrently with the training in shorthand theory.

213-223—ADVANCED SHORTHAND. (5-5). Each semester. Prerequisite: 113-123.

113—BOOKKEEPING. (2-3). A study of basic principles of book-keeping including organization of statement accounts.

123—BOOKKEEPING. (2-3). A continuation of 113.

213ST—SECRETARIAL TRAINING. (1-4). A course designed to give an overall conception of the activities of a secretary so that the student may become acquainted with the responsibilities as well as the opportunities of the office—including employer-employee relations.

223OP—OFFICE PRACTICE. (1-4). A practical and up-to-date presentation of business customs and procedure, with assignments given as nearly as possible under actual office conditions, with special attention to the use of office machines in routine secretarial work.

213—BUSINESS LAW. (3-0). Fundamental principles of law most frequently involved in business transactions, including contracts, sales partnerships, master and servant, principal and agent, corporations, negotiable instruments, property bailments, and common carriers, with the view of enabling business men to avoid litigation.

213I—INTRODUCTION TO BUSINESS. (3-0). The nature of business and its relationship to society; functions common to all business, finance, production, markets, administration and management.

213EA—ELEMENTARY ACCOUNTING I. (2-3). The work of this course is planned to acquaint the student with the fundamental principles of constructive accounting. The course will include such topics as the balance sheet, the profit and loss statement, adjusting and closing entries, books of original entry, and the work sheet. Attention is given to the accounting problems of the three chief forms of organization of the present day—the single proprietorship, the partnership, and the corporation.

223EA—ELEMENTARY ACCOUNTING II. (2-3). A continuation of 213EA.

213—BUSINESS ORGANIZATION. (3-0). A study of the various forms of business organization such as individual proprietorship, partnership and corporations.

### Education

111—PSYCHOLOGY OF PERSONAL ADJUSTMENT. (Each semester: 1 hr.) A consideration of those basic problems which will confront the student in his effort to make satisfactory personal adjustment to school and life. Both psychological and sociological in nature, the course endeavors to stimulate the student to begin development of a personal philosophy. Required of all new students.

123—HISTORY, PHILOSOPHY AND PRINCIPLES OF ELEMENTARY EDUCATION. (3-0). This is a basic course in the principles of elementary education. Special consideration is devoted to techniques applicable to all teaching procedures of elementary subjects and specific attention is given to the elementary curriculum and to the characteristics of the elementary pupil.

213—EDUCATIONAL PSYCHOLOGY. (3-0). An introductory study of important phenomena of mental life with especial reference to the learning process. It includes the study of the fundamental laws involved in the acquisitive and productive mental processes. The in-born psychological and biological response pattern of the child, as well as possibilities and techniques for the modification of these responses through the education process, receives consideration.

223P—CHILD GROWTH AND DEVELOPMENT. (3-0). This course deals with basic concepts of human development and behavior with particular reference to the physical, social, and self aspects of development. Direct study of children in the laboratory school supplements the class discussions.

113—INTRODUCTION TO EDUCATION. (3-0). The professional aspects of the educative process, in terms of a general orientation and survey of education. Prerequisite to all other courses in education.

223S—PRINCIPLES OF SECONDARY EDUCATION. (3-0). The historical background of the secondary schools, characteristics of high school students, purpose, organization and trends in secondary education.

### ENGLISH

#### Speech and Dramatics

113—COMPOSITION AND RHETORIC I. (3-0). Composition oral and written. Readings in modern prose (not fiction). Emphasis on grammar and the structure of the sentence and the paragraph.

123—COMPOSITION AND RHETORIC II. (3-0). Composition oral and written. A continuation of the study in English 113. Emphasis on the short composition and the writing of investigative papers.

113A-123A—JOURNALISM. News Gathering and Reporting. (3-4). Instruction and practice in interviewing and writing; discussion of news sources, news value, and various types of news stories. Laboratory work on the college paper.

Admission by permission of the Dean.



213-223—READING AND COMPOSITION. (3-0). An advanced course which places emphasis on critical oral and silent reading as well as on the writing of correct compositions and course reports.

213A—SURVEY OF ENGLISH LITERATURE. (3-0). Representative English authors and works illustrating the spirit of the people, their taste and their ideas, through successive periods.

223A—SURVEY OF ENGLISH LITERATURE. (3-0). A continuation of 213A.

213E—BUSINESS ENGLISH. (3-0). This course deals with the development of the vocabulary; purpose, form and content of business letters and other types of communication with a business flavor, and a study of various methods of effective writing.

213S—FUNDAMENTALS OF SPEECH. (3-0). A first course in speech. Study aims at an understanding of speech fundamentals and practice in employing the techniques involved. Opportunities for voice and speech improvements are available to students in this course.

223SC—STAGE CRAFT. (3-2). This course is intended to give prospective directors of school dramatics a knowledge of the technical procedure in the mounting of a play. Consideration is given to scenic design and construction, scene painting, stage lighting, properties, and stage effects. Students will work on all college plays.

223S—PUBLIC SPEAKING. (3-0). Practice in the use of the voice, in the planning and delivery of speeches, in parliamentary procedure, and in group discussion.

### Art

113—ART. CREATIVE DESIGN. (2-4). Fundamental experience with various materials; emphasis upon the development of an awareness of the factors of visual expression, color and form. Emphasis upon design.

123—ART. CREATIVE DESIGN. (2-4). A basic course in the fundamentals of color and drawing in design.

### Foreign Language

113—ELEMENTARY FRENCH. (3-0). A study of the essentials of grammar, reading of easy idiomatic prose, and oral and written reproduction. Stress is laid on the correct pronunciation and oral drills.

123—ELEMENTARY FRENCH. (3-0). A continuation of 113.

213—READINGS IN MODERN FRENCH LITERATURE. (3-0). Primary objectives of this course include accuracy of pronunciation, knowledge of the fundamental structure of the French language, ability to read with ease French of average difficulty, and acquaintance with some of the more important trends of French thought. Reading materials will be chosen from representative works of fiction, drama, poetry, and essays.

223—READINGS IN MODERN FRENCH LITERATURE. (3-0). A continuation of 213.

114—SPANISH. Beginner's Spanish. (3-2). Drill in the pronunciation and the grammar of the Spanish language with written exercises, dictation and conversation in Spanish.

124—SPANISH. (3-2). Composition and reading.

Prerequisite: Spanish 114 or two admission units in Spanish from high school.

213-223—SPANISH. (3-0). A survey of the literature of Spain. As a basis for the comprehension of the literature, a survey of Spanish history, both political and literary, from earliest origin to present decade. Lectures in Spanish. Outside reading will be assigned.

Prerequisite: Spanish 124.

### Health and Physical Education

PHYSICAL EDUCATION 111, 121, 211, 221. Physical Training. (1-1). Required of all men students, except veterans, each semester. Women students are reminded of baccalaureate degree physical education requirements. Provides wholesome recreation while developing physical fitness and proper attitude toward health. Offers such activities as football, basketball, baseball, volleyball, track, handball, table tennis, golf, tennis, archery, tap dancing, modern dancing, group precision dancing, marching organizations, swimming, softball, and calisthenics.

113—INTRODUCTION TO PHYSICAL EDUCATION. (3-0). This course is designed for the orientation of students who intend to major in physical education. It traces the development of modern physical education; its place in the school program, standards for the program, etc.

123—PERSONAL AND COMMUNITY HEALTH. (3-0). This course aims at developing in students a health consciousness whether personal or environmental. Deals with the systems of the body, and the environment in which we live.

213—PLAYGROUND AND COMMUNITY RECREATION. (3-0) A brief historical review of the growth of the play movements; organization of community activities.

223—FIRST AID AND SAFETY. (3-0). American Red Cross first aid course leading to a standard first aid certificate. This includes lectures, demonstrations, and practice in first aid measures for wounds, suffocation, poisons, etc.

### Home Economics

113—HOME ECONOMICS SURVEY. (3-2). Family Relationship. The first course in Survey in Home Economics is to assist the student in orientation to college; in self-analysis and personal development in educational adjustment and management of personal resources; and in orientation within the specific areas within the field of Homemaking, as: Family Relationship, Home Management and Child Development. Talks, demonstrations, group discussions centered around how to make the most of one's resources in meeting college life and home-making problems.



110—HOME ECONOMICS FORUM. (2-0). Required of all Home Economics Freshmen.

120—HOME ECONOMICS FORUM. (2-0). Required of all Home Economics Freshmen.

121—HOME AND FAMILY LIVING. (Spring semester; 1 hr.) This course is planned to cover briefly those phases of homemaking of special value and interest to non-major students. Study of the use of food in the body and an adequate diet; a discussion of economics and family relationships; a discussion of etiquette for various occasions, with practical experience in serving as host and hostess; a study of the selection of clothing with reference to occasion, general type and economy.

213A—HOME ART PRINCIPLES. (3-2). The application of these principles to home problems.

221—ART IN EVERY DAY LIFE. (Spring semester; 1 hr.). The significance of guiding principles in the arts for the enrichment of daily living. A course enabling the student to appreciate and select the best articles available for the home, costume, and institution, in terms of their functional qualities.

123 — CLOTHING SELECTION AND ELEMENTARY CONSTRUCTION (2-4). Each semester.

A study of the textile fibers with reference to their sources, characteristics and identification. The uses of various textiles for clothing and household uses and to construct garments from selected fabrics.

213EF—ELEMENTARY FOODS: PREPARATION AND NUTRITION. (2-4). A study of elementary nutrition.

223PS—MEAL PREPARATION AND SERVICE. (2-4). Each semester.

Serving of meals with consideration for nutritive needs of the family, time for preparation, the meals suiting various income levels are included.

223A—CLOTHING SELECTION AND CONSTRUCTION FOR THE FAMILY. (2-4). Each semester.

Selection and care of clothing, study of commercial patterns with construction problems in cotton and linen; wardrobe analysis, clothing budgets, and personal accounts.

### Music

113—FUNDAMENTALS OF MUSIC. (3-0). A course in sight singing, ear training, dictation, keyboard and written harmony emphasizing diatonic chords. Creative writing in small instrumental and vocal forms.

123—FUNDAMENTALS OF MUSIC. (3-0). A continuation of Music 113 with emphasis on chromatic chords and modulation. Free counterpoint. Creative writing in small instrumental and vocal forms. Harmony, dictation and keyboard harmony.

113A-123A—EAR TRAINING AND SIGHT SINGING. (3-0). Ear training and sight singing in the minor and major mode and dictation. Original melody writing, inverted, augmented, diminished intervals and elementary chord formation. First and second semester.

213-223—EAR TRAINING AND SIGHT SINGING. (3-0). A continuation of Ear Training and Sight Singing 123A, with advanced techniques stressing sight-singing in the major and minor mode and dictation. Original melody writing; inverted; augmented, diminished intervals and elementary chord formation. First and second semester.

113-123—ELEMENTARY HARMONY. (3-0). Harmonic phenomena of tones through scales, intervals and chords, and chordal progressions. General harmonization through the Dominant Seventh Chord, and some of the second chords.

211—MUSIC IN EVERYDAY LIFE. (Fall semester; 1 hr.). The fundamental aspects of music, as a delightful and cultural experience for the continuous improvement of everyday living, through the various media of music. Required of all sophomores.

213-223—ADVANCED HARMONY. (3-0). More advanced use of chord vocabulary. Seventh and ninth chords; modulation, harmonic, analysis and original four-part writings. First and second semester.

113MH—MUSIC HISTORY AND APPRECIATION. (3-0). A study of the origin and development of the chief vocal and instrumental forms of music literature representative of the various epochs of musical history, designed to net the student a greater appreciation of the many types of music that he hears today.

123MH—MUSIC HISTORY AND APPRECIATION. (3-0). A continuation of Music 113MH.

113-123—PIANO. (2-6). Major and minor scales in four octaves using double and triple rhythms in various accents. Two half-hour lessons and 15 hours practice weekly.

213-223—PIANO. (2-6). Advanced technical exercises to the difficult grade of Czerny, op. 740. Sonatas of Haydn and Mozart continued and earlier sonatas of Beethoven. Composition of Chopin, Schumann, Raff, Chaminade and Schubert studied.

113-123—VOICE. (2-6). Study of tone production, breathing, flexibility and phrasing. Two half-hour lessons and six hours practice per week.

213-223—VOICE. (2-6). Diatonic and chromatic scales. Tone production, vocal embellishments, legato and staccato style; additional songs from a selection list of English songs; and selections in French. Two half-hour lessons and six hours practice per week.

CHOIR (1-2). Open to all students. Non-credit.

Non-credit preparatory work in applied music and voice is offered for beginning students and for students not sufficiently advanced to meet requirements for music major courses.



## Science and Mathematics

113—ELEMENTARY PHYSICAL SCIENCE. (2-2). This course presents to the student a survey of the physical sciences, covering astronomy, chemistry, geology and physics. It gives to the non-science majors a general knowledge and appreciation of the physical universe.

123—ELEMENTARY SCIENCE (Plants and Animals) ((2-2). A survey of the higher plants and simple animals through insects. Designed for elementary education majors. Includes field work, collecting, and preparing plant and animal material for children of elementary grades. Extensive bibliography prepared by the student.

114—GENERAL BIOLOGY. (2-4). A comprehensive study of living things. It will include materials dealing with both plant and animal life, in an effort to develop an appreciation and understanding on the part of the student for living forms.

124—GENERAL BIOLOGY-BOTANY. (2-4.) This course will include a general survey of the various types of plants, together with a more detailed study of the higher plant forms, including some of the plant foods.

214—HUMAN ANATOMY AND PHYSIOLOGY. (2-4). An elementary study of the structure and functions of the nine body systems and the endocrine glands.

224—ELEMENTARY BACTERIOLOGY. (2-4). A general survey of the fields of bacteriology.

114—GENERAL INORGANIC CHEMISTRY. (2-4). Essentially a basic course in inorganic chemistry for all chemistry, pre-medical and pre-dental students, and for all students of Home Economics. The latter part of the course is devoted to qualitative analysis and to some of the more common compounds and their applications in the field of medicine, home economics, and industry.

124—GENERAL INORGANIC CHEMISTRY. (2-4). A continuation of 114.

214—GENERAL ORGANIC CHEMISTRY. (2-4). A study of the chemistry of carbon compounds, treating the principles of organic chemistry and the properties of the representative compounds.

224—GENERAL ORGANIC CHEMISTRY. (2-4). A continuation of 214.

114—ELEMENTS OF COLLEGE PHYSICS. (2-4). A course for beginning students covering mechanics, heat, sound, electricity, magnetism, and light.

124—ELEMENTS OF COLLEGE PHYSICS. (2-4). A continuation of 114.

113—ELEMENTS OF APPLIED MATHEMATICS. (3-0) A course designed to meet the college student's mathematical needs. It is a terminal course for all students who enter the fields of Education, English, Music, Social Science and Physical and Health Education.

123—ELEMENTS OF APPLIED MATHEMATICS. (3-0). A continuation of 113.

113A—COLLEGE ALGEBRA. (3-0). A course testing elementary operations, simultaneous linear and equations and determinants, quadratic equations, binomial theorem, progressions.

113B—PLANE TRIGONOMETRY. (3-0). A course dealing with angular measurements, trigonometric functions, solutions of triangles, applications, logarithms.

123A—PLANE ANALYTIC GEOMETRY. (3-0). A course in the study of lines, and curves by use of algebra and trigonometry including rectangular and polar co-ordinates, conic sections, parametric equations.

123B—BUSINESS MATHEMATICS. (3-0). A thorough review of the fundamental processes; common and decimal fractions; aliquot parts; percentage, discount, simple and compound interest; selling and billing; comparative statements; commissions; pay rolls, social security and other taxes; negotiable instruments; inventories; turnovers; depreciation; distribution of overhead; insurance; annuities; stocks and bonds, and logarithms.

213-223—DIFFERENTIAL INTEGRAL CALCULUS. (3-0). Each semester. A first course in the differential and integral calculus. The process of integration is introduced early in the course, together with its application to the sciences. A wealth of theory, illustrative material, and applications are combined. The application of the calculus to the problems of natural science is especially stressed. While the applications of the calculus are not in any sense neglected, the course is sufficiently rigorous that the student of pure mathematics is enabled to secure a background which is entirely adequate for successful work in this field.

213A—SOLID GEOMETRY. (3-0). Study of topics of solid geometry including space co-ordinates, systems of lines and planes, the important properties of quadric surfaces, invariants, polar theorem, projective transformations. Prerequisite: Mathematics 113A.

### Social Science

113—INTRODUCTION TO SOCIAL SCIENCE. (3-0). This course is designed to give the student a practical knowledge of the existing social institutions, and understanding of the interdependency of the social sciences and an insight into major present day social problems. Required for social science majors—all freshmen.

123—INTRODUCTION TO SOCIAL SCIENCE. (3-0). The development of the social order; the effect of the production, distribution, and consumption of goods, on national development; and the effort of society to control these factors.

213-223—PRINCIPLES OF ECONOMICS. (3-0). Each semester. A study of the forces and institutions governing modern economic society; production; consumption, prices, wages, interest, profits, rent, money, banking, credit, international trade and finance, and current economic problems.

213—AMERICAN GOVERNMENT. (3-0). A course dealing with organization principles and actual working of American national government. Emphasis upon relations of citizen to the government and upon duties and obligations of citizenship.



223—NATIONAL AND STATE GOVERNMENT. (3-0). A study of the National and Texas Constitutions with emphasis upon the relationship existing between the two. Required of all candidates for degree.

113—HISTORY OF WESTERN CIVILIZATION. (3-0). A general survey course of Western civilization from earliest to contemporary times. The aims of the course are to present a balanced perspective of the origins and evolution of the social, economic, cultural, and political customs and institutions of the peoples of the West.

123—HISTORY OF WESTERN CIVILIZATION. (3-0). A continuation of 113.

213—HISTORY OF THE UNITED STATES. (3-0). A survey of the evolution of American political, social, and economic thought and traditions. An evaluation of the United States as a world power, its program of empire, and its responsibility in the Western Hemisphere.

223—HISTORY OF THE UNITED STATES. (3-0). A continuation of 213.

213-223—SURVEY OF EUROPEAN HISTORY. (3-0). Each semester. A study of the rises and development of European civilization from medieval times through the present period. Particular emphasis is given to the social, economic, and political institutions and the development of Western civilization and culture.

213-223—INTRODUCTION TO SOCIOLOGY. (3-0). Each semester. A course designed to acquaint the student with the sociological viewpoint. Emphasis is placed on the aims and objectives of sociology as a science, the cultural process, and its place in human relations.

223—SOCIAL PSYCHOLOGY. (3-0). A social psychological interpretation of the behavior of the individual in the social group. The development of personality is emphasized.

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### DISTRIBUTIVE EDUCATION

Distributive education courses are organized whenever there is a request by a sufficient number of persons for such a class.

These courses are taught in either the regular day session or in the Evening College to suit the needs of the students.

DE113—RETAILING AND STORE SALESMANSHIP. (3-0). An intensive study of the fundamental principles of retail selling.

DE111B-112B-113B—REAL ESTATE PRACTICE. A complete coverage of the real estate field from the viewpoint of the real estate broker.

DE111C-112C-113C. TRAFFIC MANAGEMENT. An analysis of shipping papers and procedure to enable a merchant to reduce shipping costs.

DE113D—DENTAL RECEPTIONIST TRAINING. (3-0). Duties of the dental receptionist in the office and the laboratory. Study of dental roentgenology and other laboratory equipment.

DE111E-112E-113E—ADVANCED CREDIT PROCEDURES. An advanced course for credit managers dealing with specialized problems in credit.

DE111-121—BUSINESS EXPERIENCE. A student may earn a limited amount of credit on a supervised pre-arranged assignment with a co-operating store in selling and non-selling activities. Frequent conferences, progress reports and a final report will be required of all students requesting degree credit.

DE113—ADVERTISING PRINCIPLES. Advertising fundamentals in relation to modern business activity; study of the fields of advertising; study of campaigns, advertising mediums and surveys.

DE112A—RETAIL CREDIT AND COLLECTIONS. (2-0). The nature and function of credit; retail charge accounts and installment credit; retail credit fundamentals; securing credit information; controlling the account and collections.

DE212—ORGANIZATION AND MANAGEMENT OF SMALL BUSINESS. (2-0). This course is designed to give the student information about the problems connected with the operation of individually owned and controlled businesses. Special emphasis will be given to various kinds of retail businesses, methods of financing, legal questions involved and various problems of management.

DE213—PRINCIPLES OF DIRECT SELLING. (3-0). Fundamentals of salesmanship covering such topics as personality and dress, psychological principles, preparing the canvass, the interview, meeting the prospect, and other essentials of good salesmanship.

DE213A—SURVEY OF INSURANCE. An investigation of insurance service and benefits designed to give students sufficient background to solve their personal insurance problems intelligently.

DE213B—ADVERTISING. (3-0). Place of advertising in business; advertising media; description of the various methods of advertising and other fundamentals.

DE213C—MERCHANDISING ART. (3-0). A course providing opportunities for students to explore the field of commercial art as supplied by show card lettering, poster design, sketching, and planning the design of window display.

DE213D—RETAIL PERSONNEL RELATIONS. (3-0). This course provides a general survey of the working relationships of the employee and the executive. Among the topics discussed are personnel policies, job analysis, personal budget, wage plans and incentives, employment testing, employee evaluation, and training.

DE213E—PRINCIPLES OF MARKETING. (3-0). The marketing functions, transportation, assembling, storage, trade channels, cost, co-operative marketing, trade association, price policies, market analysis, marketing structures and agencies, types of middlemen, and current marketing practices.



## VOCATIONAL TRADES

The primary object of the Vocational Training Division is to train the student in practical courses which will fit him to earn a living in the vocation selected. In addition, the student is given general education in courses related to his vocation, as well as general information, which is designed to give him a well-rounded development.

A more complete description of the vocational courses described below may be secured from the special vocational trades catalogues and supplements.

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### METAL TRADES

#### Machinist Trade

Practical instruction in the care and operation of the various machines and hand tools used in the metal trades. These machines include such items of equipment as engine lathes, turret lathes, metal shapers, drill presses, sheet metal-working equipment, et cetera. The shops are well equipped and highly skilled craftsmen are in charge as instructors.

#### Welding Trade

A highly specialized course in welding. It covers the theory and shop techniques in electric arc welding, resistance oxyacetylene process gas welding, aluminothermic welding and other processes. Correct methods of brazing, soldering and lead burning are stressed.

Foundational subjects such as shop mathematics, blueprint reading, metallurgy and correct shop practices are given. Highly skilled craftsmen are in charge as instructors.

### CABINET MAKING

Cabinet and furniture construction. Foundational work in blueprint reading, shop mathematics and shop procedure is given. Practice in the design, construction and finishing of cabinets, including a study of lumber, its manufacture, seasoning and other data. The proper care of power woodworking machinery is stressed. The student learns how to use glues, varnishes and other finishing materials in the correct manner.

### AUTOMOBILE MAINTENANCE

Students in this department are equipped to take jobs in the automobile repair and maintenance industry or to operate their own garages and shops.

### **Auto Mechanics—General**

Theory and practice in the functions of all parts to familiarize the student with the repair and overhaul of the entire automobile assembly. Fundamentals of the internal combustion engine, electrical data, knowledge of maintenance charts, lubrication and the development of power rating are stressed. The student is also taught spray painting, brazing, welding and the reconditioning of the automotive body.

In the last section of this course an intensive study is made of designs, construction, nomenclature and maintenance of trucks and tractors.

### **SHOE REPAIR**

Designed to give the student the necessary skills and knowledge for repairing all kinds of shoes, operating shop machinery and equipment and the methods of operating individual shops.

Introduction to the art of shoe repairing. This course involves the study of shoe construction, materials and supplies, identification of shop tools and equipment, care and maintenance of shop tools and equipment and general safety practices.

Complete dismantling, preparation for repairing, attaching half and whole soles, welting, attaching heels, stitching, tacking, cementing, trimming and finishing (cleaning, polishing, dyeing), operation, maintenance and repair of stitching machine, patching machine and finishing machine.

### **DRY CLEANING AND PRESSING**

The course in Cleaning and Pressing is designed to train students as efficient Press Operators, Spotters, Dyers, and Cleaners. Students are taught the technique of storing and protection of garments, and the skills involved in the use of cleaning and pressing equipment, including operation of boilers, washers, dryers, sleeve presses and other machinery. Operation of machinery will be stressed as well as detailed information on making minor repairs to machinery and to garments.

### **TAILORING**

This course is designed to give introductory working knowledge of the following operations: hand and machine stitching; hand pressing; minor repairs and alterations; trousers, shirts and jacket making; use of patterns; designing and cutting patterns.

This course is designed to give the student the opportunity to develop expert skill in making coats, vests, trousers, shirts and jackets, use of patterns, drafting and cutting.

### **ACCELERATED HIGH SCHOOL**

#### **Purpose**

The Accelerated High School was established in 1953 for the purpose of providing high school training for veterans and others whose educational opportunities were interrupted.



### Entrance Requirements

Students may be enrolled if they present evidence of having graduated from an elementary school, the Basic-Preparatory School of Tyler District College, or other approved basic preparatory school or if they present test scores from an approved standardized test which indicates that they are capable of doing work at the high school level.

### Courses Offered

The following full unit courses are offered:

English I, II, III, IV; American History; Algebra I, II; General Science; Civics; World History; Physics; Trigonometry; Speech; Commercial Law; Bookkeeping; Commercial Arithmetic.

### Nature of the Program

The program operates at an accelerated rate which is possible because of the maturity of the students, small classes, supervised study and individual instruction.

Special emphasis is placed on English deficiencies, lack of reading comprehension, a study of our government and how it functions. Special effort is made to increase the student's ability to speak the English language and to improve his skill in the four fundamental arithmetical computations, addition, subtraction, multiplication and division.

### Student Load

A student may enroll for a minimum of one subject or a maximum of four subjects. Each subject meets an hour and fifteen minutes each day, five days per week for a period of six months.

### Satisfactory Progress

Progress will be evaluated by use of instructor's objective tests. A standardized test will be given each three months.

Full-time students taking four courses are required to complete and pass two of them during the first six months, with a grade of "C" or better and thereafter pass all courses with a "C" or better.

A half-time student taking two courses is required to complete and pass one of them during the first six months, with a grade of "C" or better and thereafter pass at least two subjects each six months with a grade of "C" or better.

### Dropping of Students

Students will be interrupted after the first six-month period under the following conditions:

1. Failing two out of four subjects for a six-month period.
2. Failing one out of two subjects during a six-month period.
3. A student's load will be adjusted at the end of the first three-month period in proportion to the satisfactory work he is doing. For instance, at the end of the first three months, a student will be required to drop all subjects in which he is failing.
4. If a student passes only three out of four courses during a six-month period, the maximum number of courses for which he may enroll will be three.

### Length of Course

The normal time to finish the full high school course is two years. Exceptional students and those having had some previous high school work are able to finish the full course in less than two years.

Students with a "B" average or better, who have been in the accelerated high school program six months or more and who have the recommendation of their instructors, are eligible to take the General Educational Development Test and receive the Certificate of High School Equivalency at the next graduation if they pass the test.

### Certificate of High School Equivalency

Students who have completed the full sixteen units of work and have passed the General Educational Development Test are entitled to receive the Certificate of High School Equivalency at the next graduation ceremonies, usually held in May.



# TYLER DISTRICT COLLEGE

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